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## MontCAS Montana Comprehensive Assessment System November 2007 Newsletter

### 2007-2008 MontCAS Testing Schedule

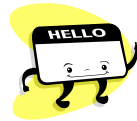
October 23- November 23, 2007	English Language Proficiency Assessment for students identified as Limited English Proficient (LEP) in grades K-12.
February 11 – March 26, 2008	CRT-Alternate, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10 in Science (It is recommended that the first week of this window be used for training, becoming familiar with the materials, and organizing the testing.)
March 3 – March 26, 2008	CRT, Grades 3-8 and 10, Reading and Math; Grades 4, 8, and 10 in Science

### Testing Contractor Contact Information

-  **MontCAS, the CRT and the CRT-Alternate—Measured Progress, Inc.**  
 Dan Verdick, Montana CRT Program Manager  
[dverdick@measuredprogress.org](mailto:dverdick@measuredprogress.org) or 800-431-8901 x2220  
 Nancy Hall, Montana CRT Program Assistant  
[nhall@measuredprogress.org](mailto:nhall@measuredprogress.org) or 888-792-2741  
 Jake Goldsmith, Montana CRT-Alternate Program Manager  
[JGoldsmith@measuredprogress.org](mailto:JGoldsmith@measuredprogress.org) or 800-431-8901 x2239  
 Kevin Froton, Montana CRT-Alternate Program Assistant  
[kfroton@measuredprogress.org](mailto:kfroton@measuredprogress.org) or 800-431-8901x2196
-  **MontCAS, the English Language Proficiency (ELP)—Questar Assessment Inc.**  
 BJ Vickery, Program Manager  
[bjvickery@questarai.com](mailto:bjvickery@questarai.com) or 888-854-9596

## Save the Dates

**February 4–5, 2008 and April 28-29, 2008**



### **February 4-5, 2008: Test Administrator Training Conference**

The Office of Public Instruction will present a test administrator training conference at the Red Lion Colonial Inn in Helena.

The conference will begin with registration and a continental breakfast at 7:15 am on Monday, February 4 and end at 1:00 pm on Tuesday, February 5.

There is no registration fee for the no-host conference if registration is complete by January 7. Breakfasts and lunches will be provided, and a block of rooms at a special rate at the Red Lion Colonial has been reserved.

The conference is designed so that systems or schools can choose to send a team of educators or one educator.



Six topics will be presented six times, once each during each session. The timely topics are specific to test administration and data collection through AIM for testing. The topics are:

- CRT Materials and Administration
- CRT-Alternate Materials and Administration
- Accommodations
- *MPRS (Measured Progress Reporting System)*-the new/improved *iAnalyze*
- AIM (Achievement in Montana)
- Overview/Test Security/Reminders

#### **Conference Schedule**

Monday, February 4, 2008	
7:00 – 8:15 am	Registration and Continental Breakfast
8:15 – 10:00 am	Session A
10:15 – noon	Session B
Noon-1:00 pm	Lunch buffet
1:00 – 2:45 pm	Session C
3:00 – 4:45	Session D
Tuesday, February 5, 2008	
7:00 – 8:15 am	Continental Breakfast
8:15 – 10:00 am	Session E
10:15 – noon	Session F
Noon-1:00 pm	Lunch buffet

The link for online registration is <https://rn02.msu.montana.edu/opi>

To reserve a room at the Red Lion Colonial, please call (800) 733-5466 and tell them that you will be attending the OPI Test Administrator Conference.

Free registration will close January 7. Late registration is \$25 per person.

### **April 28-29, 2008: OPI State Assessment Conference**

Call for proposals and registration for the third OPI State Assessment Conference will be online in December 2007.

## MontCAS – the CRT and the CRT-Alternate



### Important AIM Collections for Spring 2008 CRT and CRT-Alternate

The table below contains dates of the essential AIM collections that are specifically needed for the Spring 2008 CRT and CRT-Alternate.

In response to many requests from test coordinators, a teacher/classroom field has been added.

- If this optional field is completed during the January collection, barcode labels will be sent to schools sorted by teacher/classroom name **and** 2008 roster and other classroom reports posted on *iAnalyze (MPRS)* will be sorted by teacher/classroom. If this optional field is not completed during the January collection, the barcode labels will continue to be organized by school, grade, and in alphabetical order.
- If this optional field is completed during the March program participation collection, 2008 roster and other classroom reports posted on *iAnalyze (MPRS)* will be sorted by teacher/classroom.
- **NOTE:** Teacher information will NOT be collected at the time of testing, and class header sheets will NOT be included with testing materials this year. For 2008 roster and other classroom reports to be sorted by teacher/classroom, that field needs to be completed in either the January Assessment Registration Collection or the March Program Participation Collection.

Dates	Collection	Description
January 7 - January 31, 2008	Assessment Registration	The Assessment Registration Collection will be used to register students for the statewide CRT and CRT-Alternate. Enrollment and program participation data should be submitted and accurate as of the first day of the second semester. Schools will have the option of entering additional sort criteria (i.e. teacher name or classroom) if they want to have student barcode labels and test scores organized by teacher name or classroom. Student data will be extracted from this collection to create student barcode labels. Students not reported in AIM at this time will not have barcode labels.
March 12 – March 26, 2008	Program Participation	The Program Participation Collection asks schools to enter or update program participation data. These data will be used to identify specific student sub-groups and participation in various state and federal programs. The data are used in Adequate Yearly Progress calculations, and for state and federal reporting purposes.
March 12 - March 26, 2008	Test Window Attendance	The Test Window Attendance Collection will be used to collect the aggregate hours and absent counts of all students as of March 12, 2007. These data will be used as part of the calculation of the participation rate on AYP.

## Braille and Large Print

Thank you to Carol Clayton Bye at the Montana School for the Deaf and Blind for compiling and sending Measured Progress a list of schools needing Braille or large-print versions of the Spring 2008 CRT. If a new student requiring the Braille or large-print version of the Spring 2008 CRT enrolls, please contact Nancy Hall at Measured Progress

[nhall@measuredprogress.org](mailto:nhall@measuredprogress.org) or 1-888-792-2741

## Alternate Assessment Registration

- November 15, 2007: Deadline for enrolling students currently enrolled who are identified to take the CRT-Alternate.
  - The link to the registration site is [www.crt-alt.org](http://www.crt-alt.org). Details on the registration are in the October 2007 JUMP on page 5. The link to that issue of JUMP is <http://www.opi.mt.gov/PDF/Assessment/NewsLetters/Oct07JUMP.pdf>
- For students new to your system after November 15, 2007:
  - January 7, 2008 - January 18, 2008: The registration window will reopen.
  - After January 18, 2008: Contact Judy Snow at the Office of Public Instruction ([jsnow@mt.gov](mailto:jsnow@mt.gov) or 406-444-3656)
- If you need assistance with the online registration, please contact Kevin Froton at Measured Progress  
[kfroton@measuredprogress.org](mailto:kfroton@measuredprogress.org) or 800-431-8901x2196



## Participation in CRT and CRT-Alternate Test Development

The following test development sessions are scheduled. The Office of Public Instruction invites Montana educators to participate in these sessions. The form to request participation is online

<http://www.opi.mt.gov/PDF/Assessment/Forms/AppParticipate.pdf>

Please indicate on the form your preferred session and fax the completed form to Judy Snow, 406-444-0743.

Lodging is provided for participants living 90 miles away from Helena. In addition, mileage, meals not provided during the sessions, and substitute pay are reimbursed. Renewal units are available.

December 5-6, 2007, Helena	Reading Passage Review, grades 3-8 and 10
May 13-14, 2008, Helena	Item Review, Reading and Math, grades 3-8 and 10 and Science, grades 4, 8, and 10
May 15, 2008, Helena	Bias Review, Reading and Math, grades 3-8 and 10 and Science, grades 4, 8, and 10
June 10 -12, 2008, Helena	Science CRT and CRT-Alternate Standard Setting, grades 4, 8, and 10
July 22-23, 2008, Helena	Item Selection Review, Reading and Math, grades 3-8 and 10 and Science, grades 4, 8, and 10

## New Look and New Name for *iAnalyze*

*iAnalyze*, the Measured Progress online reporting tool is being improved and streamlined in preparation for the 2008 CRT and CRT-Alternate test results. The new name is *MPRS* (Measured Progress Reporting System). It will be introduced at the February 4/5, 2008 Test Administration Conference in Helena. OPI and Measured Progress will offer updated training guides and training.

In addition, the Office of Public Instruction Assessment Office continues to offer training on the use of CRT released items and *iAnalyze* and will offer training on *MPRS* after February 2008.

A form to request training is online:

<http://www.opi.mt.gov/PDF/Assessment/Forms/06TrainRqst.pdf>

If your system is interested in OPI provided training at no cost, please print the form and fax it to Karen Richem, 406-444-0743.

If you need further information, please contact

✚ Karen Richem, 406-444-0748, [krichem@mt.gov](mailto:krichem@mt.gov) OR

✚ Judy Snow, 406-444-3656, [jsnow@mt.gov](mailto:jsnow@mt.gov)



## Recommended CRT Testing Schedules for Spring 2008

Below are tables with the recommended schedules and testing times for the Spring 2008 CRT.

Grades 3-8 Reading	
<b>Day 1</b>	Time Range (in minutes)
General Instructions	5-10
Session 1	45-55
<b>Day 2</b>	
Session 2	45-55
Break	
Session 3	45-55

Grade 10 Reading	
<b>Day 1</b>	Time Range (in minutes)
General Instructions	5-10
Session 1	50-60
<b>Day 2</b>	
Session 2	50-60
Break	
Session 3	50-60

Grades 3-8 Mathematics	
Day 1	Time Range (in minutes)
General Instructions	5-10
Session 1	45-55
Day 2	
Session 2	45-55
Break	
Session 3	45-55

Grade 10 Mathematics	
Day 1	Time Range (in minutes)
General Instructions	5-10
Session 1	50-60
Day 2	
Session 2	50-60
Break	
Session 3	50-60

Grades 4, 8, & 10 Science	
Day 1	Time Range (in minutes)
General Instructions	5-10
Session 1	45-50
Day 2	
Session 2	45-50
Break	
Session 3	45-50



### CRT Accommodations

OPI has prepared a quick guide to the *2007 CRT Accommodations Manual*. The quick guide, *2007-08 Accommodations Flip Cards* consists of cards, each with brief explanations of important accommodation topics such as standard and non-standard accommodations, accommodations for special education students, for students with limited English proficiency, and for general education students, and references to the *2007 CRT Accommodations Manual*.

The flip cards and the *2007 CRT Accommodations Manual* are online

[http://www.opi.mt.gov/PUB/PDF/Assessment/CRT/TA/08CRT\\_tentcards.pdf](http://www.opi.mt.gov/PUB/PDF/Assessment/CRT/TA/08CRT_tentcards.pdf)

<http://www.opi.mt.gov/PDF/Assessment/CRT/TA/07AccomManual.pdf>

A set of the flip cards is being mailed to every system test coordinator, special education director, and school. If other copies are needed, please contact Karen Richem.

[krichem@mt.gov](mailto:krichem@mt.gov) or 1-406-444-0748

## MontCAS—the ELP (English Language Proficiency Test)

### English Language Proficiency Test (ELP)

## Reminders

- + **November 23, 2007:** The ELP test administration window ends.
- + **December 7, 2007:** Deadline for packaging and shipping all materials to Questar.
- + **Feedback.** Please take some time – and also encourage school test coordinators and examiners – to provide us with your valuable feedback regarding the 2007-2008 MontCAS ELP assessment administration. Feedback forms – one for test coordinators and one for examiners – and instructions for submitting the forms electronically (*2007-08 ELP Feedback Form Instructions*) can be downloaded from <http://www.opi.mt.gov/Assessment/ELP.html>. Forms can also be faxed toll free to (866) 460-9778.
- + If you have questions, please contact Karen Richem
  - [krichem@mt.gov](mailto:krichem@mt.gov) or 1-406-444-0748

Please Welcome

### New ELP Montana Program Manager

**BJ Vickery**, Questar's new Montana program manager for the English Language Proficiency Test. BJ's contact information is:

[bjvickery@questarai.com](mailto:bjvickery@questarai.com) or 888-854-9596

#### OPI Assessment Contacts

- + Karen Richem, Assessment Specialist, [krichem@mt.gov](mailto:krichem@mt.gov), 406-444-0748
- + Judy Snow, State Assessment Director, [jsnow@mt.gov](mailto:jsnow@mt.gov), 406-444-3656
- + FAX: 406-444-0743

